

OPERATING ENGINEER SERIES

Code No.	Class Title	Occ. Area	Work Area	Prob. Period	Effective Date
1393	Assistant Operating Engineer	15	170	6 mo.	07/18/88
1392	Operating Engineer	14	170	6 mo.	10/18/88
1402	Operative Crane Engineer	14	170	6 mo.	10/18/88
1759	Operating Engineer Foreman	14	170	6 mo.	07/18/88

¹Promotional Lines: 32; 219

Series Narrative

Employees in this series operate and/or supervise the operation of power equipment used in construction or maintenance work.

DESCRIPTION OF LEVELS OF WORK

Level I: Assistant Operating Engineer **1393**

Employees at this level operate lighter duty power equipment under general supervision and learn to operate heavy-duty power equipment under direct supervision.

An Assistant Operating Engineer typically –

1. operates light duty construction equipment, such as tractors, hydraulic sprayers, air compressors, pumps, rollers, winches, etc.
2. learns to operate heavy duty power equipment, such as heavy tractor/ loader/backhoes, power graders, bulldozers, large end loaders, on construction and maintenance work
3. learns to properly maintain and perform minor repairs on heavy duty construction equipment
4. performs ice and snow removal duties as required
5. Performs other related duties as assigned

Level II: Operating Engineer **1392**

Employees at this level operate heavy-duty power equipment used in construction and maintenance work. They work under general supervision from a designated supervisor.

An Operating Engineer typically –

¹ See the Index of Classes to determine which line(s) the individual classes of the series are a part of. See the Promotional Line List for listing of the classes in each promotional line.

1. operates heavy-duty power equipment such as backhoes, tractors, and power graders, as well as lighter power equipment on construction and maintenance work
2. loads and unloads coal, sand, gravel, steel, and other heavy materials with power equipment
3. provides on-the-job training to Assistant Operating Engineers
4. may receive training in the safe and proper operation of power cranes and derricks
5. performs minor repairs and preventative maintenance on equipment operated
6. performs ice and snow removal duties as required
7. performs other related duties as assigned

Level III: Operative Crane Engineer**1402**

Employees at this level operate heavy types of power equipment used in construction and maintenance work, including cranes and derricks. They work under general supervision from a designated supervisor.

An Operative Crane Engineer typically –

1. operates heavy power equipment such as power cranes, derricks, tractors, power graders, as well as other lighter duty power equipment used in construction and maintenance work
2. loads and unloads coal, sand, gravel, steel, and other heavy materials with power equipment
3. provides on-the-job-training to Assistant Operating Engineers in the operation of heavy duty construction equipment and to Operating Engineers in the operation of power cranes and derricks
4. performs minor repairs and preventative maintenance
5. performs ice and snow removal duties as required
6. performs other related duties as assigned

Level IV: Operating Engineer Foreman**1759**

Employees at this level supervise the work of operating engineers and other assigned personnel performing construction and/or maintenance work. They work under general supervision from a designated supervisor.

An Operating Engineer Foreman typically –

1. supervises operating engineers and other assigned personnel, with responsibility for recommending hiring, discipline, and performance evaluation
2. coordinates work assignments, such as cost and time estimates, scheduling, and distribution of work and equipment, as well as coordinating assignments with other work areas

3. coordinates and supervises the training of Assistant Operating Engineers and Operating Engineers
4. prepares and maintains records, such as amount of work completed, time spent per assignment, costs, materials used, attendance at and completion of training programs, etc.
5. ensures that safety procedures are followed at all times
6. is accountable for the maintenance, use, and repair of assigned equipment
7. performs duties of personnel supervised as required
8. performs other related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS REQUIRED FOR ENTRY INTO:

Level I: Assistant Operating Engineer

1393

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. one year of experience and/or vocational training in the operation, maintenance, and minor repair of lighter duty power equipment used in construction and maintenance work, such as one or more types of equipment listed above
2. possession of a valid Illinois driver's license appropriate to the equipment to be driven

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. ability to safely lift at least 50 pounds

Level II: Operating Engineer

1392

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. four years of experience and/or vocational training in the operation, maintenance, and minor repair of heavy duty power equipment, such as those listed above, as well as other lighter duty power equipment used in construction and maintenance work
2. possession of a valid Illinois driver's license appropriate to the equipment to be driven

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. thorough knowledge of the safe and proper operation of heavy-duty construction equipment
2. ability to safely lift at least 50 pounds.

Level III: Operative Crane Engineer**1402****CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER**

1. four years of experience and/or vocational training in the operation, maintenance, and minor repair of heavy duty power equipment and other lighter duty power equipment used in construction and maintenance work. Two of the four years must have included the operation, maintenance, and minor repair of power cranes
2. possession of a valid Illinois driver's license appropriate to the equipment to be driven

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. thorough knowledge of the safe and proper operation of power cranes, backhoes, and heavy-duty tractors
2. ability to safely lift at least 50 pounds

NOTE: If required by the employer, employees of this class will be expected to enroll (on their own time) in an upgrade (training) program for a minimum of 40 hours per year for three years as provided by the Local of the Operating Engineer's Union in order to qualify for promotion (i.e., in order to be admitted to the civil service examination) for the class of Operating Engineer.

Level IV: Operating Engineer Foreman**1759****CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER**

1. six years of experience and/or vocational training in the operation, maintenance, and minor repair of heavy power equipment used in construction and maintenance work, two of which must have been in the operation, maintenance, and minor repair of power cranes.
2. possession of a valid Illinois driver's license appropriate to the equipment to be driven

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. extensive knowledge and skill in the proper use and operation of heavy construction equipment, including power cranes and derricks
2. thorough knowledge of safety procedures and safe working habits
3. ability to read and understand blueprints and sketches
4. ability to safely lift at least 50 pounds
5. supervisory ability
6. ability to prepare and maintain records and reports

7. ability to understand complex written and verbal instructions

Assistant Operating Engineer	New
Operating Engineer	Revised
Operative Crane Engineer	Revised
Operating Engineer Foreman.....	Revised